



Department of Development Services
Planning Division
Meeting Minutes of the
Planning & Zoning Commission
DRAFT (Subject to approval)

REGULAR MEETING OF THE PLANNING & ZONING COMMISSION
TUESDAY, April 24, 2012

Commissioners Present

Sandra Bobowski
Temple Shannon
David Blatt
John Lupo, Jr.
Edwin Vargas
Valerio Giadone
Anthony Koos

Staff Present

Roger O'Brien
Kim Holden
Lynda Crespo
Jillian Hockenberry

Commissioner Absent

Gerry Pleasant (Alternate Member)

Chairwoman Bobowski called the meeting to order. Secretary O'Brien read the roll call. There was a quorum.

Roger J. O'Brien, Planning Director and Secretary of the Planning and Zoning Commission updated the Commission on the status of active members of the Commission, and the actions taken by the Court of Common Council regarding the new appointees.

I. Regular Meeting

i) Site Plan Review

a. 257 Lawrence Street-Site Plan Amendment for the new construction of a 10 vehicle parking facility for office use. R-3 zoning district. Applicant-TO Design, LLC, Owner-New Deal, LLC c/o Melville Charitable Trust, Agent-Mark Fisher

Junior Planner Jillian Hockenberry presented a summary of the Planning Division's Report to the Commission dated April 20, 2012. The site plan amendment was to reconfigure the existing parking area. The summary included the site description, property background, proposed plan, site layout and circulation, parking plan, lighting and utilities, landscaping, storm water management, zoning analysis and staff recommendation.

The subject site was located in the Frog Hollow neighborhood. A variance was granted in 2009 for an office use in the residential district. The site plan amendment was to no

longer include 251 Lawrence Street, and to reconfigure the existing parking area at 257 Lawrence Street. The applicant proposed to close the existing curb cut and construct a new one on the south side. The layout included concrete walks in the front and rear, a handicap ramp with railings, one handicap space, nine standard size parking spaces and a small hammerhead on the north side. There were mounted lights on the building for site lighting. There were no proposed changes to the existing gas or sanitary sewer mains. The landscaping included two Bloodgood London Plane trees, one Sunset Maple tree, eight Shamrock Holly bushes, fourteen Arborvitae, twenty eight Sea Green Junipers and lawn in open areas. The proposed plan would decrease the amount of impervious coverage, therefore, no drainage system was proposed. The site is located in the R3 zoning district. The proposed plan met the requirements for parking lots in the R3 zoning district. Planning staff recommended approval of the plans with the condition that the handicap space be made wider to conform to Article V, Off-Street Parking regulation.

The applicant understood and agreed to the condition of approval.

Ann Woodward, of Melville Charitable Trust, answered questions regarding the use and purpose of the property.

Commissioner Giadone was pleased with the restoration and improvements of the site.

On a motion made by Commissioner Lupo, Jr., and seconded by Commissioner Vargas, the following resolution was approved:

- Whereas, The Planning and Zoning Commission has reviewed the site plan amendment for the reconfiguration of a 10 vehicle parking lot at 257 Lawrence Street; and
- Whereas, The property was granted a variance for an office use and historic approval was granted for the architectural design in 2010; and
- Whereas, The proposed plan reduces the area of impervious surface; and
- Whereas, The proposed plan introduces appropriate landscaping and screening from surrounding properties; and
- Whereas, The proposed plan meets all zoning requirements; Now Therefore Be It
- Resolved, The City of Hartford Planning and Zoning Commission hereby approves the plans entitled "Renovations to 257 Lawrence Street" dated March 20, 2012 and revised April 19, 2012, sheets Survey, L-10, L-2.0, ES-1, A-2 drawn by TO Design, LLC located at 114 West Main Street, Suite 201, New Britain, CT 06051 and James Vance and Associates Architects located at 57 Gillett Street, Hartford, CT 06105 with the following condition:
1. The handicap space is made wider to conform to Article V, Off-Street Parking.

The following Commissioners voted in favor of the motion: Bobowski, Blatt, Lupo, Jr., Shannon, Vargas, Giadone and Koos.

b. Acquisition of 58 Chapel Street

The Commission added the subject item to the agenda. Roger J. O'Brien informed the Commission that City Council approved the acquisition by a vote of 7 to 2. However, the City Council could not move forward with the acquisition without a recommendation by the Planning and Zoning Commission. Roger J. O'Brien spoke about the purpose of acquiring parcels in the City.

c. Review of TIGER IV Grant Application

Roger J. O'Brien gave an overview of grant application that focused on the transit elements of One City, One Plan. A copy of the grant application was given to the Commission for their information. The purpose was to engage the Commission early on, of the planning that would take place.

d. Status update of Planning Projects in Progress

Roger J. O'Brien updated the Commission on the Albany Avenue Street Improvement Project that started as a Safety Improvement Project seven years ago. At the same time, MDC came along with a storm water project. The City and MDC decided to combine the projects and work together. Mr. O'Brien also updated the Commission on the Citywide Streetscape plan. Another Planning project in the works was a Clear and Concise Application forms, which would inform applicants of the process for obtaining a permit.

IV. Adjournment

Respectfully submitted by
Lynda Crespo, Administrative Assistant

Roger J. O'Brien, Planning Director/Secretary